CIVIL AIR PATROL Headquarters Middle East Region Springfield VA 22152-1407 MER SUPPLEMENT 1 CAPR 100-1 1 October 1999

Communications - Electronics

COMMUNICATIONS

CAPR 100-1, 1 August 1996, is supplemented as follows:

5-1. Added. Applicants for ROA-A or ROA-B must have completed Level 1 (if senior), or Phase I (if cadet) prior to issuance of CAPF76. Members currently holding a valid CAPF76 but who have not completed Level 1 or Phase I must complete Level 1 or Phase I within 30 days of the effective date of this supplement. Wing Directors of Communication will be responsible for assuring all operators have the appropriate training and revoke CAPF76 if required training is not accomplished. Cadet Sponsor Members may be issued ROA-B provided they have completed the required ROA-B (BCUT) training, and have completed Level 1 and CPPT as required by membership regulations.

5-1d. Added. Basic Communications User Training, for Members Assigned to Middle East Region Headquarters (Charter MER-MER-001 Only), described in para 5-1a & b above, will be obtained through the Wing of the state in which that member resides. Application will be made IAW CAPR 100-1, para 5-1 and that Wing's application procedures. Upon completion of the Basic Communications User Training, the student will submit a request for Radio Operator Authorization as stipulated in para 5-2 a. below.

5-2a. Added. **Requests for Radio Operator Authorization for Members Assigned to Middle East Region Headquarters (Charter MER-MER-001 Only).** Personnel assigned to MER HQ (MER-001) may request an ROA card by sending a letter to the Region Director of Communications. Letter should indicate name, rank and CAPSN. Copy of Director's report from ROA-ACUT or ROA-BCUT, or current CAPF76 from unit of assignment will be used to determine eligibility.

5-3d. Added. Advanced Communications User Training for Members Assigned to Middle East Region Headquarters (Charter MER-MER-001 Only), described in para 5-3a & b above, will be obtained through the Wing of the state in which that member resides. Application will be made IAW CAPR 100-1, para 5-3 and that Wing's application procedures. Upon completion of the Advanced Communications User Training, the instructor will submit a report to the Region Director of Communications listing those Middle East Region Headquarters members who were students and their test results. CAP Form 103 may be used for this purpose.

5-3e. Added. **Transferring and Former Members, Assigned to Middle East Region Headquarters (Charter MER-MER-001 Only).** Members who transfer to Middle East Region Headquarters (Charter MER-MER-001) and have an ROA issued from another Wing/Region are required to obtain a Middle East Region Headquarters issued ROA. Credit will be given for possessing another Wing's/Region's ROA if proof of issuance is submitted with the application. Former members who are inactive for two (2) or more years are required to attend a Communications Class as a refresher. Re-testing is not required.

6-1a. Added. Radio Station Authorizations for Members Assigned to Middle East Region

Headquarters (Charter MER-MER-001 Only). CAPR 100-1, Figure 6-1 will be used for all requests for a Middle East Region Radio Station Authorization. This form will be submitted directly to the Middle East Region Licensing Officer for processing. Forms that are submitted with significant errors (not signed with original signatures; insufficient copies; incomplete or not legible) will not be processed and will be returned

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for correction. Updates to document changes in equipment, mailing address, or telephone numbers will be submitted directly to the Middle East Region Licensing Officer as soon as possible after they occur. Radio Station Authorizations expire on the date specified on the authorization card. No station will be permitted to operate with an expired authorization. Renewals will be accepted for ninety (90) days after the expiration date. After 90 days past the expiration date, the Call Sign of the station will no longer be reserved and will go back into the Call Sign pool. A renewal application received after the 90-day grace period will be treated as a new station application, and may receive a new Call Sign.

6-4f(1). Added. An information copy of all CAPF 33 (Civil Air Patrol Radio Discrepancy Notices) received at Wing Level will be forwarded to the Region Director of Communications, indicating actions taken to resolve the situation, not later than 15 days after final resolution by the subordinate headquarters is complete.

6-8 Added. Middle East Region Repeater Committee. The Middle East Region Repeater Committee is chartered by the Region Commander to coordinate and approve all applications for voice and high-level digital repeaters serving the Middle East Region. The committee is also an advisory body to the Region Director of Communications in matters of general communications policy for the Region. The voting committee membership consists of one technically qualified representative from each Wing, appointed by the Wing Commander and Director of Communications. The Region Director Communications will appoint a Repeater Committee

Chairman to set agendas, conduct meetings, and follow up on committee actions.

7-19. Added. **Prohibited Transmissions.** The following types of transmissions are prohibited.

7-19a. Added. One Way Transmissions such as "Nat Cap 123 monitoring", "Middle East 123 opening station", "Free State 123 closing station after waiting one", or any similar type of one way communications that are not directed to another station, are prohibited.

7-19b. Added. Use of Call Sign Suffixes such as "Mobile", "Airmobile", "Air", "Portable", etc. are prohibited. Exception: HF stations operating from a vehicle may use the suffix "Mobile" to identify on the beginning and ending a transmission.

8-1c. Added. **Identifying Repeater or Channel Being Used.** To minimize confusion when operating on VHF-FM, stations will always identify which repeater or simplex channel they are using during the initial call-up. This allows the station called to know which channel and tone to use in responding. Each repeater has a "Site Name" as published in the appropriate Wing/Region Communications Directory. The four mandatory simplex channels are numbered one through four as prescribed by National Headquarters.

Example: "Middle East 1, Middle East 1, this is Middle East 4 on Richmond, over."

Example: "Middle East 1, Middle East 1, this is Middle East 4 on Channel Four, over."

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